

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION Kennedy Space Center Kennedy Space Center, FL 32899	<u>DATA REQUIREMENT DESCRIPTION</u>	1. RFP #: ODIN 2. DRD #: ODIN-OSF-6 Page 1 of 1 Date: 12/1/2004
3. TITLE: ON-SITE CONTRACTOR (HEADCOUNT)		
SUBMITTAL REQUIREMENTS		
4. TYPE: 3	5. FREQUENCY OF SUBMISSION: Monthly or as requested	
6. DISTRIBUTION: 1 complete set (hardcopy) to Center DOCO and electronically to Center DOCO, DOCOTR, and Alternate DOCOTR	7. INITIAL SUBMISSION: January 2005	
8. REMARKS:		
DATA REQUIREMENT DESCRIPTION		
9. USE:	10. REFERENCE:	
	11. INTERRELATIONSHIP:	
12. PREPARATION INFORMATION: a. The Contractor shall report each Center separately. b. The Contractor shall report the number of ODIN on-site employees (headcount) by company. This includes all ODIN subcontractors, if on-site. c. The report shall include the following information for each employee: employee's name, position, location (building/room number), shift assignment, supervisor's name, and supervisor's location (building/room number).		